

# CITY OF REDMOND ARTS COMMISSION

## *MINUTES*

November 9, 2006

Redmond City Hall Conference Room

*"Voice the views of the community to Mayor and City Council in reference to all cultural endeavors"*

**COMMISSIONERS PRESENT:** Chairperson Roy Leban, Vice Chair Tom Flynn, Eva Moon, John Stilin, Latha Sambamurti, Kay Tarapolsi, Jill Krusinski and Kamal Siegel

**ABSENT AND EXCUSED:** Lisa Shine

**STAFF PRESENT:** Sandra Bettencourt, Recreation Division Manager; Debra Churchill, Recreation Program Manager; Jill Smith, Events & Marketing Coordinator; Meagan Farrell, Recording Secretary

**GUESTS PRESENT:** Tim Cox, Parks Planning Manager

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### **AGENDA**

***Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.***

#### **I. CALL TO ORDER**

Chairperson Roy Leban called to order the regular meeting of the Redmond Arts Commission (RAC) at 7:05 p.m. at Redmond City Hall.

#### **II. APPROVAL OF MINUTES**

The Redmond Arts Commission (RAC) minutes of October 12, 2006 were approved with following amendments:

- VI, A – Change sentence to read "They did not recommend this application....Tarapolsi had questions about the budget numbers."

**Motion for approval of the RAC minutes of October 12, 2006 as**

**submitted by:** Commissioner Tarapolsi

**Second by:** Commissioner Flynn

**Motion carried:** 6-0 unanimous

### **III. ADDITIONS TO AGENDA**

#### **V. Staff Reports:**

##### **A. Add elections**

**Motion for approval of the RAC agenda of November 9, 2006 as submitted by:** Commissioner Tarapolsi

**Second by:** Commissioner Siegel

**Motion carried:** 6-0 unanimous

### **IV. STAFF REPORTS**

#### **A. Chair Report - Leban**

Leban thanked all those who attended the interviews. He is also having problems receiving emails. Other commissioners have also experienced problems receiving emails. ***Staff requested that commissioners confirm receipt of important or time sensitive emails.***

#### **B. Vice Chair Report – Flynn**

No report.

### **V. STAFF REPORTS**

#### **A. Arts Administrator Position - Churchill**

Thanks to Commissioners Stilin, Moon and Krusinski for attending the interviews. Also in attendance were staff members Sandra Bettencourt, Debra Churchill, Dorie Lysaght, and Nicole Wiebe . One candidate stands out above the others. There are some concerns about this candidate in regards to retention. This will be addressed on Wednesday, November 15 in a follow up interview. If this candidate doesn't work out, the position will be re-advertised. Churchill felt that there were some potential ROS curators discovered in this process as well. Chair Leban thanked Churchill for including RAC in the process.

#### **B. Elections - Churchill**

The elections will be in February and the new chair and vice chair will take their seats in March. ***If Commissioners are interested in running for those positions, please let Churchill know.*** Nominees will be discussed at the December meeting. In January, nominees will give a brief presentation to RAC. The vote is open, but will not be recorded in the minutes. Chair Leban will not run again as it is convention to only serve one term.

***Churchill will send RAC members the responsibilities of the positions. Responsibilities may change with the restructure.*** Chair Leban is willing to meet with anyone interested in his position to review what the job entails. Churchill is also willing to answer any questions about the positions.

## **VI. SPECIAL ITEMS**

### **A. % for Art Project - Churchill**

VAC recommended to move the Grass Lawn project forward, however there were concerns about other areas that have less or no art work. The GIS Map was put together to show where art is currently. There is approximately \$80,000 that has not been used. Churchill advised the VAC to look at the % for Arts Projects in two ways: To look at the project at hand and once the new Arts Administrator is hired, to form a committee to strategically look at the money and how to use it. This committee should identify priorities and come up with a strategic plan to purpose to RAC.

How the Parks and Recreation Department manages the % of Art Program is governed by a management guideline. The philosophy of this guideline is:

- Whenever possible art money should be spent on the project it comes from.
- If the project does not have a reasonable amount of money, the decision can be made to put the money in the fund to either combine with other monies for the initial project or to use for a different project.

Leban questioned if RAC is not bound by this guideline. However, if the RAC tries to follow the guideline or can justify why they are not following this guideline, they are more likely to have their recommendation followed.

In order to move forward in this process, Churchill invited Tim Cox, Parks Planning Manager, to come speak to the group. Mr. Cox stated that getting artists and RAC involved up front allows for ideas to be incorporated more effectively. The art is able to be integrated with the initial plan which saves money in the long run. The Parks Board and Department believe that Art adds excellence to the projects. When art is incorporated into a project, it also makes it more attractive for grant funding, which benefits the city as well.

Mr. Cox spoke specifically about Grass Lawn Park. He showed RAC detailed plans and models highlighting the park renovation. This renovation is costing approximately a million dollars. Included in that park will be a natural

playground setting for children with water features and an indoor/outdoor center for people to gather.

Budget for art in this project is approximately \$11,000 and the time line for construction to begin is late summer/early fall of 2007.

**Motion to spend money at the Grass Lawn Park Building as recommended by the Visual Arts Committee with preference that the art work is not a sculpture:** Commissioner Tarapolsi

**Second by:** Vice Chair Flynn

**Motion carried:** 6-0 unanimous

Commissioners Siegel, Flynn and Krusinski will represent RAC on the committee choosing the art for this project. The committee will also consist of Churchill, the new Arts Administrator, the architect, the project manager and community representatives. This group will do the call to artists. They will review what comes and make a recommendation to RAC. ***Churchill will cc RAC members on meeting notices for this committee.***

#### **B. Corporate Loaned Art - Smith**

Microsoft and SAFECO are loaning art to the city. Plaques will be put on the art to recognize these companies for loaning the pieces. Smith is working on the marketing for this program, which will also recognize the companies for their loan. This art is on loan for 12-18 months and will be displayed in Redmond City Hall. Tarapolsi suggested that staff look into having Microsoft send docents to city hall to do art tours. There are other companies that have art, so there is room to expand this program. Staff will be looking at other city facilities that are secure enough and have the room for art displays.

#### **C. Ground Rules Discussion - Flynn**

The following changes were made to the Ground Rules draft:

#8 was deleted

#9 "obligated" was changed to "encouraged." Also added was to give a reason or purpose for disagreements

#11 "We expect commissioners to notify staff of absences" was added

***Vice Chair Flynn will make the appropriate changes and email another draft to RAC.***

**INTERMISSION – Shine was absent.**

#### **D. Strategic Plan and Restructure Committee - Stilin**

Stilin changed the appearance of the chart and added a time line to it. It is a high level view of what is happening. He would like to move quickly to get this implemented so RAC can move forward.

Stilin felt that checks and balances should be added to responsibilities. In the future, this will help assure that RAC is handling fiduciary responsibilities properly.

Stilin met with the mayor about this restructure. The mayor gave positive feedback. She liked seeing that RAC is more the visionaries for the arts program. Nancy McCormick also reviewed the restructure and felt that RAC is going in the right direction. She stated that % for Art will probably not be applied to all projects, but that goals are good.

Churchill thanked RAC for completing this project as it was a lot of work. She thanked Stilin for putting it in writing. Vice Chair Flynn seconded her thanks.

These committees will oversee all that falls under them. Commissioners can be on a panel of one project without being on the actual committee. There will be a beginning and an end to all projects. ***Commissioners should come to next month's RAC meeting with ideas of where they want to volunteer.*** In 2007, everyone can re-visit their assignments and decided if they want to stay where they are or move.

**Motion to accept the strategic plan restructure as is and begin implementation of three committee structure:** Vice Chair Flynn

**Second by:** Commissioner Moon

**Motion carried:** 6-0 unanimous

#### **G. Commissioner Term Letters – Krusinski**

RAC discussed the appropriateness of sending this letter to the mayor. Stilin felt that the letter is indirectly asking the mayor to give up some of her deciding power. It was asking to change the way things are done. Flynn agreed and felt that an in-person discussion would be more effective then sending a letter. Tarapolsi did not agree. She felt that the letter expressed the concerns of RAC accurately and was more representative then sending someone to speak on their behalf. It was decided that Leban and Flynn will meet with the mayor to ask when commissioners will be notified of their renewal to RAC. The Director of Parks and Recreation will be asked to attend too. They will ask that RAC be notified as soon as possible so the council can prepare the transition if a commissioner is leaving. It is also the responsibility of individual commissioners to write a letter to the mayor expressing the desire to be re-appointed.

**Motion to terminate any further progress of the term letter and to send Leban and Flynn to speak to the mayor instead:** Commissioner Stilin

**Second by:** Commissioner Krusinski

**Motion carried:** 5-1

**Commissioner Tarapolsi opposed.**

## **VII. PERFORMING ARTS**

### **A. Site Specific Performance – Sambamurti**

The 2006 performances went very well and were well received by the community. The publicity and marketing was excellent as well as the attendance at each show. Congratulations to Sambamurti for a job well done.

***Smith will email RAC information about Redmond Lights.*** Fliers for 2007 Winter Performances will be passed out to attendees at Redmond Lights.

Special thanks to Pat, Stilin, Flynn and Melna for all their hard work and time. Thanks to the Culture and Performing Arts Committee for making this happen.

### **B. Arts Award – Smith**

A couple of submissions have been turned in. The deadline to submit is November 22. If RAC has any artists to refer, please send them to Smith.

## **VIII. GRANTS - Tarapolsi**

### **A. RASP**

\$750.00 was received for arts education. The program is for young authors. One of the readers from this program was on MSNBC nightly news. Their only concern was that amount was too low. In the future they will request more money. This group will also be applying for the Organization grant. ***A representative from this organization said they hadn't been paid yet. Staff will look into this.***

### **B. SecondStory Rep**

\$1,500.00 was received. Program consists of teens coming together for 24 hours to rehearse and perform 10 four minute plays. Next year they want more participants and plan to start earlier to achieve this.

### **C. Seattle Chamber Music**

\$1,500.00 was received for a co-sponsorship for their concert. The concert was well attended, filling the venue to 85% of capacity.

The committee is considering updating the grant forms. Tarapolsi has a copy of the form that Bellevue uses and will bring that to the meeting to review. This will be discussed at a meeting on Monday. Leban stated that he was pleased with these results and would like to see more like it.

### **IX. NEW BUSINESS**

Redmond High School is doing a performance of the ODD COUPLE this week and next.

***Moon has planned a field trip to Miller Community Arts Center on November 18. RAC should notify Moon if they want to attend.***

### **X. MOTION TO ADJOURN**

**Motion to adjourn by:** Commissioner Tarapolsi.

**Second by:** Commissioner Stilin

**Motion carried:** 6-0 unanimous

The meeting adjourned at 9:45 p.m.

Minutes prepared by Recording Secretary, Meagan Farrell.

**NEXT REDMOND ARTS COMMISSION MEETING:  
December 14, 2006  
Old Redmond School House Community Center  
7:00 p.m.**

# Redmond Arts Commission

**Meeting: November 9, 2006**

## **Audience Present**

*Please note: Information provided at this public meeting becomes part of the City's permanent record.*

NAME	ADDRESS	PHONE
Tim Cox	City of Redmond	